

**Probation Officers Advisory Board
Judicial Conference of Indiana**

**Minutes
July 8, 2008**

The Probation Officers Advisory Board of the Judicial Conference of Indiana met at the Indiana Judicial Center in Indianapolis, Indiana on July 8, 2008.

1. **Members present.** The following members of the Advisory Board were present: Christina Ball, Mary Kay Dobbs, Rusty Fultz, Melanie Golumbeck, Eric Ivie, Lonna Jordan, Susan Lightfoot, Joe Lutz, Nate Mendill, Brenda Ogborn, Mike Pate, Susan Rice, Wayne Schaffter, Shannon Schmaltz, Kipp Scott, Travis Shepherd, Nancy Susott, Sheila Tempel, Don Travis, Mary Jane Walsworth, Lori White, Jean Wilkinson, and Steve Eyrick, chair.
2. **Staff present.** Jane Seigel, Jenny Bauer, Bob Champion and Michelle Goodman provided staff assistance to the Advisory Board.
3. **Minutes approved.** The April 8, 2008 meeting minutes were approved.
4. **Committee reports.**
 - a) Education. Shannon Schmaltz reported that the Judicial Center would not be conducting Regional Meetings in November because of the special trainings necessary for implementation of HB 1001 and the Interstate Compact ICOTS system. The Judicial Center will collaborate with the Department of Child Services to provide more training to juvenile probation officers and will provide training on the Interstate Compact Offender Tracking System prior to the pilot starting in mid-August. In addition, the Judicial Center plans to offer a few stand-alone training opportunities for officers not involved in the juvenile training or the ICOTS training. The Committee discussed the 2009 Annual Meeting, which is scheduled for May 7-8. They discussed the idea of changing to a one day conference and possibly keeping the extra educational sessions in place of a keynote speaker. Mr. Schmaltz also reported that the next orientation for new probation officers is October 14-17. He stated that the Judicial Center is thinking about inviting a few seasoned probation officers to attend the orientation as auditors. Jane Seigel stated that it is time to see if there are any areas for improvement at the orientation.
 - b) Hot Topics. Michelle Goodman reported that the Judicial Center met with DOC Commissioner David Donahue regarding the risk assessment project. Commissioner Donahue pledged his support for the project. Ms. Goodman stated that most of the current work on the

risk assessment project is in the nature of administrative work. She has been in contact with the University of Cincinnati to secure a contract for the project and is pursuing funding opportunities through the Criminal Justice Institute. Ms. Goodman reported that the time-frame for implementing the new juvenile risk assessment instrument is late 2008. The time-frame for implementing the adult risk assessment instrument is early 2009. Ms. Goodman also reported that she is still waiting on data from several probation departments and DOC before the screener project can be completed. The Judicial Center plans to conduct training sessions on the juvenile and adult instruments once the instruments are complete.

- c) Supervision. Lori White reported that the committee has finished its work on the Best Practices Guide and hopes to have it loaded onto the Judicial Center's website soon. She said the guide is designed to be a work-in-progress, so departments will be encouraged to submit other "best practices" to share on the site. Ms. White thanked Jenny Bauer for her assistance with the project. Ms. White also reported that the committee's next project would be a review of the standard PSI in light of the new risk assessment instrument. She said the project may be big enough to require help from the Hot Topics Committee.

- 5. **POPAI report.** Don Travis reported that POPAI's annual conference is September 3-5 in Indianapolis. The keynote speaker is Jenna Stanfield, who is known for her motivational "concerts".
- 6. **Interstate Compact—ICOTS Pilot Update.** Jane Seigel introduced Turran Blazier and Laura Hausladen as the new Compact specialists for the Judicial Center. Ms. Blazier reported that the Judicial Center Compact Office has been updating offender information in preparation for the pilot, which is set to begin August 22nd. She explained that the ICOTS system is very user friendly and should be a great feature for the compact. Ms. Seigel reported that Nita Wright will participate in user acceptance testing in Lexington, Kentucky next week. She also reported that the Judicial Center plans to conduct ICOTS training online through WebEx in August. The Interstate Compact national office plans to have ICOTS go live nationally in October. Ms. Seigel stated that input from Indiana counties regarding the ICOTS pilot will be critical to its success. Ms. Seigel informed the Advisory Board that the Judicial Center has purchased 50 scanners over the last 3 years using funds from compact application fees. These scanners have been distributed to probation departments across the state. Bob Champion reported that the new Juvenile Compact legislation has passed in 34 states, leaving only 1 more state necessary for enactment nationwide. Ms. Seigel stated that Indiana's Compact State Council will work on a contingency plan to prepare for possible enactment.

7. **Future of Probation Task Force.** Steve Eyrick reported that POPAI invited the Advisory Board's Future of Probation Task Force to attend the POPAI executive board meeting on July 9th to discuss the possibility of state funding for the courts. Mr. Eyrick said he appreciated POPAI's desire to work together on the issue and looked forward to the meeting.
8. **Probation, Parole and Community Supervision Week.** Jenny Bauer reported that July 13-19 is national Probation, Parole and Community Supervision Week. She distributed information from APPA's website which has suggested activities, press releases, and op-ed pieces to celebrate the week.
9. **Other business.** Jane Seigel reported that there has been a flurry of activity at the Judicial Center associated with the implementation of HB101. She stated that she was thankful for the many probation officers who volunteered to serve on implementation committees, noting that there were more volunteers than needed. Ms. Seigel also reported that DCS plans to use consultants for placement recommendations seeking DCS funding. She stated that the Judicial Center will send out a survey on behalf of DCS to help them determine the number of consultants necessary for each county. Steve Eyrick read a letter from Wayne Addison thanking the Advisory Board for honoring him with this year's Augustus Award.
10. **Next Meeting.** The next meeting of the Advisory Board is October 7, 2008.

Respectfully submitted,

Jenny Bauer
Staff Attorney